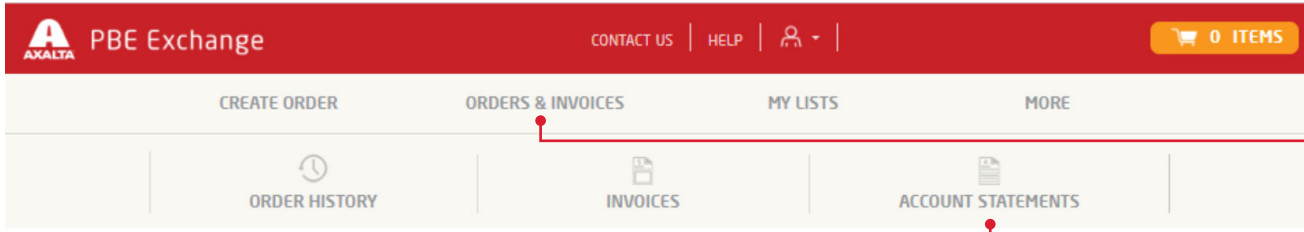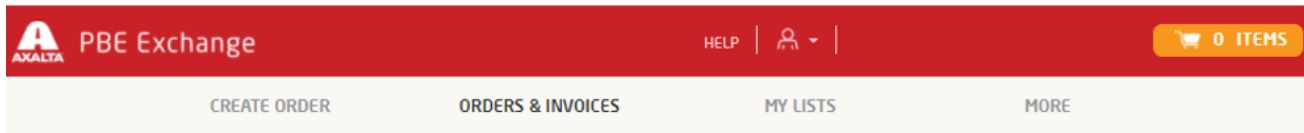# PBE Exchange
Statements

How it Works

Account Statements provide a detailed record of all transactions. This data can be customized for a specific date range, viewable on-screen or exportable as a .CSV file.

Note: If Account Statements is not visible, please click **Contact Us** to message Customer Support to activate this feature.

AXALTA COATING SYSTEMS

From the PBE Exchange home page, click **Orders & Invoices** then **Account Statements** from the fly out menu.

NOTE: If Account Statements is not appearing, please contact PBE Exchange Support at pbe-exchange@axalta.com or 866-861-4571 to activate.

To filter your account statement search, go to the **Show** section and select a time frame.

From the **Payer** drop-down list, select a location.

When finished, click **Export Statement Details**. An Excel file tab will appear at the bottom of your page with your selected information.

ACCOUNT STATEMENT

Help

Show: ALL INVOICES   LAST 30 DAYS   LAST 90 DAYS   CURRENT YEAR   PRIOR YEAR   PICK A DATE RANGE

Payer:

All Locations

EXPORT STATEMENT DETAILS

Created Date ▲	Invoice # ▼	PO/Reference # ▼	Sold To/Location	Payment Terms	Disc Due Date	Net Due Date	Amount	Credit	Notes
01/06/2021	7506266357	20210106780186_1		NET 30 DAYS	02/05/2021	02/05/2021	$3,293.16		
01/04/2021	7506255026	20201214759853_1		NET 30 DAYS	01/04/2021	01/04/2021	$69.86	✔	
01/04/2021	7506255027	20210104776181_1		NET 30 DAYS	02/03/2021	02/03/2021	$1,835.22		
11/30/2020	7506138427	20201130743673_1		NET 30 DAYS	12/30/2020	12/30/2020	$1,102.95		

In the United States:
1.855.6.AXALTA
axalta.us

In Canada:
1.800.668.6945
axalta.ca

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